

**Workforce Development Committee Meeting
Virginia Office of EMS
1001 Technology Park Drive, Glen Allen, VA
October 19, 2011
10:00 a.m.**

Members Present:	Members Absent:	OEMS Staff:	Others:
Jay Cullinan , Virginia Fire Chiefs Association	Jo Richmond	Carol Morrow	
David Tesh , EMS Recruitment & Retention Network	Corey Beazley	Wanda Street	
Rob Lawrence , VAGEMSA, RAA	J. C. Phillips		
Byron Andrews , At-Large Member, Sterling Rescue Squad			
Janet Waddy , RAA			
Paul Helmuth , Local Government Official, Harrisonburg			
Tom Berry , Virginia Department of Fire Programs			
Jim Chandler , TEMS Regional EMS Director			

Topic/Subject	Discussion	Recommendations, Action/Follow-up; Responsible Person
Call to order:	The meeting was called to order at 10:03 a.m.	
Review & Approval of July 20, 2011 Minutes:	A motion was made to approve the minutes. A few minor corrections were made in the member association names.	The minutes were approved with no further discussion.
OEMS Report:	<p>Dreama Chandler of VAVRS is the proposed new chairperson for this committee. OEMS is waiting on her acceptance.</p> <p>There are still budget cuts going on within the State which greatly affects OEMS. Carol also briefly explained the grant draw down process which makes it appear that OEMS has money that it does not have. The grant funding should be drawn down in a timely manner.</p> <p>The Annual EMS Symposium is November 9-13 in Norfolk, VA.</p>	
Sub-Committee Reports:	<p>EMS Officer I Standards – Tom Berry</p> <p>A meeting has not been held, so there is no update. Tom has not received any feedback since the last presentation. Byron said that there is interest in the EMS Officer Standards on a national level. Tom is hesitant about moving on to EMS Officer Standards II without knowing the status of the EMS Officer I. The Standards were presented to the Advisory Board in August, but not as an Action Item. Carol suggested that VAGEMSA review it. Byron said that VAVRS and VAGEMSA should be given the opportunity to provide input. It was suggested to set up a joint meeting with VAVRS and VAGEMSA.</p> <p>Carol will report back to the committee next week with a meeting date between VAGEMSA, VAVRS</p>	

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	<p>and the Officer Standards workgroup. The goal is to present the EMS Officer Standards I as an Action Item at the February Advisory Board meeting.</p> <p>Standards of Excellence – Jo Richmond</p> <p>Membership – There is a great need for more members of this workgroup. As of now the membership consists of Dave and Jo. There is one EMS Regional Council that is interested in the pilot program. However, there is some concern about whether a partnership should be formed with VRSAWG (Volunteer Rescue Squad Assistance Work Group). The Standards of Excellence and VRSAWG are working toward some of the same things as depicted in the handout.</p> <p>Does the committee feel that the pilot should be continued with Leadership/Management and Recruitment/Retention as the main two areas of focus? Or should there be a partnership with VRSAWG? The committee feels that both groups are trying to achieve the same desired outcome, so it would be wise to support VRSAWG and work together.</p> <p>MOTION: The members of the Workforce Development Committee (WDC) agree that there should be only one Standards of Excellence Program in the Commonwealth (house in the Virginia Office of EMS). However, we acknowledge that there are multiple ways to achieve improvement in Virginia EMS agencies. WDC supports the Volunteer Rescue Squad Assistance Work Group (VRSAWG) program in their journey to excellence.</p> <p>All of the WDC members were in favor of the motion. None opposed.</p> <p>MOTION: The members of the Workforce Development Committee agreed to collaborate with VRSAWG on a pilot program focusing on Leadership/Management and Recruitment/Retention.</p> <p>This motion was disregarded.</p> <p>It was decided to get more information after the joint meeting before making a decision on the pilot program.</p> <p>VAVRS, IAFC, Partnership –</p> <p>EMS Recruitment and Retention Network – Dave Tesh</p> <p>Dave reported that a meeting was held at Culpeper Rescue Squad on October 7. The topic of the meeting was VRSAWG and he has not received any notes yet. Carol attended the meeting and said that they discussed the Keeping the Best program and how to increase attendance by</p>	

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	<p>offering video conferencing, online course work and then attending the interaction part in person or by teleconference. The goal is to make it easier and more accessible to attend. The next meeting is at East Hanover Vol. Rescue Squad on December 3.</p> <p>EMS Career Fair – Carol Morrow There are 14 registered vendors for the Career Fair and 10 vacant spaces. The Career Fair will be held on Thursday, November 10 during the Annual EMS Symposium in Norfolk from 5 p.m. to 7 p.m.</p>	
Old Business:	<p>Committee Membership William Quarles was not reappointed to the Governor’s Advisory Board and Chief Gray has resigned. There are still openings for Virginia Municipal League (VML) and the Virginia Association of Counties (VACO). Carol will ask members of those organizations to join the committee at the next Advisory Board meeting in November.</p>	
New Business:	<p>VRSAWG – This topic has been discussed earlier in the meeting.</p> <p>2012 Meeting Schedule The committee decided to meet the second Wednesday of the month. January 11, April 11, July 11 and October 10.</p>	
Public Comment:	None.	
Adjournment:	The meeting adjourned at approximately 11:00 a.m.	<p>The next meeting is Wednesday, November 9 at 10 a.m. in Norfolk for the Standards of Excellence workgroup.</p>